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5 December 1951

MEMORANDUM FOR: THE DIRECTOR

FROM: Assistant Director/Personnel

SUBJECT: Report on Personnel Files Outstanding
in the Operating Divisions.

1. In accordance with your request, made at the AD meeting on 21 November, that I report on the cause of the delay in handling personnel files in the operating divisions, the following is submitted:

a. There were actually 925 files under consideration on that date. As a result of extraordinary efforts, 572 of these cases were either placed in security, or final rejects made within a very short time.

b. A spot check of the remaining 353 files would indicate that there were bona fide reasons for at least a reasonable delay.

c. In regard to the 572 cases, a vast majority of these could undoubtedly be processed at an earlier date if immediate attention was given to the placement problem.

2. With the urgency of our mission and the shortage of personnel, it would appear that decisions on applicant files should be made daily by offices concerned. If this were done, more personnel would be entered on duty at an earlier date and losses by declination of an applicant would be materially reduced.

FTD/bks

Distribution:

cc: Addressee (Orig. & 1)

DD/A

AD/P

Acting Personnel Director

Executive Registry

F. TRUBEE DAVLSON